



**City of Bellevue
Development Services Department
Land Use Staff Report**

Proposal Name: Ji Residence Critical Areas Modifications

Proposal Address: 527 W. Lake Sammamish Pkwy SE

Proposal Description: Application for a Critical Areas Land Use Permit for reduction of a type N stream buffer, wetland buffer, and steep slope toe of slope structure setback to construct a new single-family residence and associated improvements.

File Number: 11-103865-LO

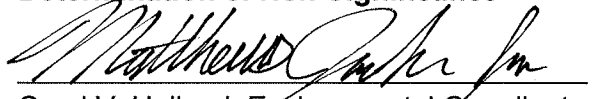
Applicant: Susu Ji

Decisions Included Critical Areas Land Use Permit
(Process II. 20.30P)

Planner: Drew Folsom, Land Use Planner

**State Environmental Policy Act
Threshold Determination:**

Determination of Non-Significance


Carol V. Helland, Environmental Coordinator
Development Services Department

Director's Decision:

Approval with Conditions

Michael A. Brennan, Director
Development Services Department

By: 
Carol V. Helland, Land Use Director

Application Date: February 4, 2011
Notice of Application Date: March 17, 2011
Decision Publication Date: March 8, 2012
Project/SEPA Appeal Deadline: March 22, 2012

For information on how to appeal a proposal, visit Development Services Center at City Hall or call (425) 452-6800. Comments on State Environmental Policy Act (SEPA) Determinations can be made with or without appealing the proposal within the noted comment period for a SEPA Determination. Appeal of the Decision must be received in the City's Clerk's Office by 5 PM on the date noted for appeal of the decision.

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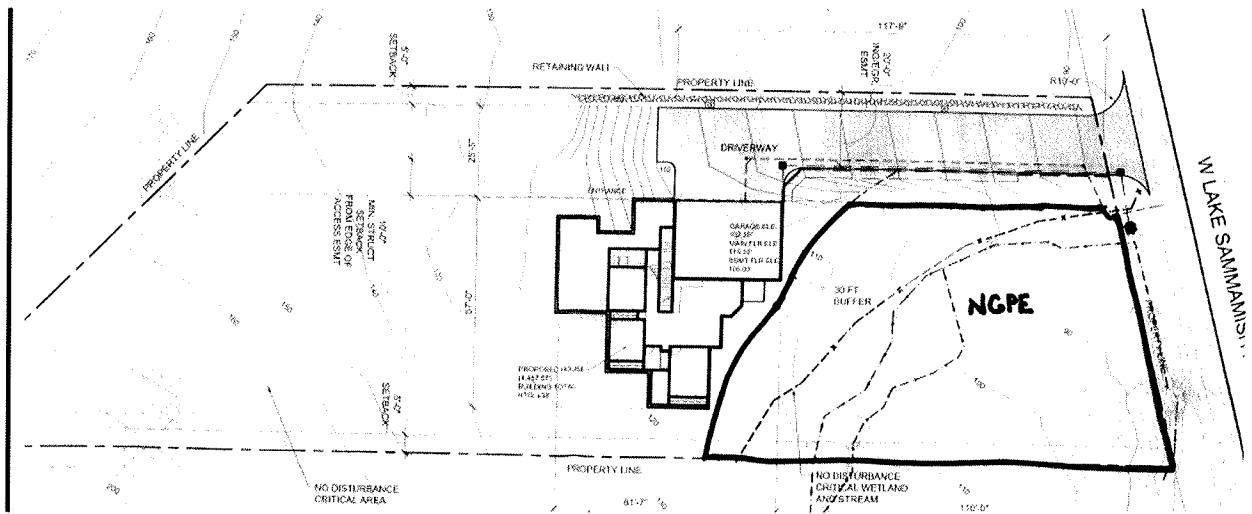
Attachments

1. Mitigation Plan – Enclosed
2. Critical Areas Report by Concept Engineering – In File
3. SEPA Checklist – In File

I. Proposal Description

The applicant proposes to build a single family residence on the site located at 527 W. Lake Sammamish Pkwy NE. The proposal includes a critical area report with a request to reduce steep slope structure setback; wetland buffer and structure setback, and type N stream primary buffer and structure setback. The critical area report proposes to reduce a type N stream buffer to 30 feet, and a category III wetland buffer to 20 feet, and a steep slope structure setback to 0 feet. The remaining critical area wetland, stream, and modified buffers will be placed in a Native Growth Protection Easement (NGPE). The Native Growth Protection Easement will be replanted with native vegetation typical to the project site. The vast majority of the development will take place within the area already disturbed by prior construction activity.

Figure 1



II. Site Description, Zoning, Land Use and Critical Areas

A. Site Description

The project site is located at 527 W. Lake Sammamish Pkwy SE in the Southeast Bellevue subarea of the City, SW quadrant of Section 34, Township 24 North, Range 5 East. The site was previously disturbed by the partial development of a single family residence under a building permit (06-119901-BS) issued in July, 2006. The construction activities associated with this permit left a large area of the site cleared of all ground cover and overlaid by quarry spalls and plastic. A large block wall built as part of the development remains on the site.

Undeveloped single-family zoned properties are located north and west of the site. Weowna Park is located south of the site. West Lake Sammamish Parkway SE is located east of the site. Vehicle access to W. Lake Sammamish Parkway SE is gained by access easement located along the north and western edges of the site. This access easement serves two undeveloped sites located west of the proposal. See Figure 2 for existing site condition.

Figure 2



B. Zoning

The property and surrounding properties are zoned R-1.8, single-family residential. The proposed work is allowed in this zone.

C. Land Use Context

The property has a Comprehensive Plan Land Use Designation of SF-L (Single-Family Low Density).

D. Critical Areas On-Site and Regulations

i. Wetlands

Wetlands provide important functions and values for both the human and biological environment—these functions include flood control, water quality improvement, and nutrient production. These “functions and values” to both the environment and the citizens of Bellevue depend on their size and location within a basin, as well as their diversity and quality. While Bellevue’s wetlands provides various beneficial functions, not all wetlands perform all functions, nor do they perform all functions equally well (Novitski et al., 1995). However, the combined effect of functional processes of wetlands within basins provides benefits to both natural and human environments. For example, wetlands provide significant stormwater control, even if they are degraded and comprise only a small percentage of area within a basin.

ii. Streams and Riparian Areas

Most of the elements necessary for a healthy aquatic environment rely on processes sustained by dynamic interaction between the stream and the adjacent riparian area (Naiman et al., 1992). Riparian vegetation in floodplains and along stream banks provides a buffer to help mitigate the impacts of urbanization (Finkenbine et al., 2000 in Bolton and Shellberg, 2001). Riparian areas support healthy stream conditions.

Riparian vegetation, particularly forested riparian areas, affect water temperature by providing shade to reduce solar exposure and regulate high ambient air temperatures, slowing or preventing increases in water temperature (Brazier and Brown, 1973; Corbett and Lynch, 1985).

Upland and wetland riparian areas retain sediments, nutrients, pesticides, pathogens, and other pollutants that may be present in runoff, protecting water quality in streams (Ecology, 2001; City of Portland 2001). The roots of riparian plants also hold soil and prevent erosion and sedimentation that may affect spawning success or other behaviors, such as feeding.

Both upland and wetland riparian areas reduce the effects of flood flows. Riparian areas and wetlands reduce and desynchronize peak crests and flow rates of floods (Novitzki, 1979; Verry and Boelter, 1979 in Mitsch and Gosselink, 1993). Upland and wetland areas can infiltrate floodflows, which in turn, are released to the stream as baseflow.

Stream riparian areas, or buffers, can be a significant factor in determining the quality of wildlife habitat. For example, buffers comprised of native vegetation with multi- canopy structure, snags, and down logs provide habitat for the greatest range of wildlife species (McMillan, 2000). Vegetated riparian areas also provide a source of large woody debris that helps create and maintain diverse in-stream habitat, as well as create woody debris jams that store sediments and moderate flood velocities.

Sparsely vegetated or vegetated buffers with non-native species may not perform the needed functions of stream buffers. In cases where the buffer is not well vegetated, it is necessary to either increase the buffer width or require that the standard buffer width be restored or revegetated (May 2003). Until the newly planted buffer is established the near term goals for buffer functions may not be attained.

Riparian areas often have shallow groundwater tables, as well as areas where groundwater and surface waters interact. Groundwater flows out of riparian wetlands, seeps, and springs to support stream baseflows. Surface water that flows into riparian areas during floods or as direct precipitation infiltrates into groundwater in riparian areas and is stored for later discharge to the stream (Ecology, 2001; City of Portland, 2001).

iii. Geologic Hazard Areas (Steep Slopes)

Geologic hazards pose a threat to the health and safety of citizens when commercial, residential, or industrial development is inappropriately sited in areas of significant hazard. Some geologic hazards can be reduced or mitigated by engineering, design, or modified construction practices. When technology cannot reduce risks to acceptable levels, building in geologically hazardous areas is best avoided (WAC 365-190).

Steep slopes may serve several other functions and possess other values for the City and its residents. Several of Bellevue's remaining large blocks of forest are located in steep slope areas, providing habitat for a variety of wildlife species and important linkages between habitat areas in the City. These steep slope areas also act as conduits for groundwater, which drains from hillsides to provide a water source for the City's wetlands and stream systems. Vegetated steep slopes also provide a visual amenity in the City, providing a "green" backdrop for urbanized areas enhancing property values and buffering urban development.

iv. Habitat Associated with Species of Local Importance LUC 20.25H.150.A

Habitat associated with species of local importance is protected by the City of Bellevue Land Use Code section 20.25H.150. When habitat associated with a listed species (listed in the City's Land Use Code) is present, specific performance standards must be followed as identified in LUC 20.25H.160.

v. Critical Areas Overlay District/Critical Areas Land Use Permit

A Critical Areas Land Use Permit (CALUP) is required to modify portions of the stream buffer, wetland buffer and structure setbacks. SEPA environmental review is a part of this CALUP as there is work proposed in a critical area.

III. Consistency with Land Use Code Requirements:

A. Zoning District Dimensional Requirements:

The R-1.8 zoning dimensional requirements found in LUC 20.20.010 apply to the proposed home construction. Based on the plans and information submitted the structural lot coverage will be approximately 17 percent and the impervious surface coverage will be approximately 15 percent. The plans submitted generally demonstrate conformance with zoning dimensional standards, however conformance will be verified during building permit review. **See Conditions of Approval in Section X of this report.**

B. Critical Areas Requirements LUC 20.25H:

The City of Bellevue Land Use Code Critical Areas Overlay District (LUC 20.25H) establishes performance standards and procedures that apply to development on any site which contains in whole or in part any portion designated as critical area, critical area buffer,

or structure setback from a critical area or buffer. The site contains a type N Stream, category III wetland, steep slopes, and habitat for species of local importance. The performance standards found in LUC 20.25H as specified in the table below are applicable:

Critical Area	Wetlands	Habitat
Performance Standards	LUC 20.25H.100	LUC.25H.160
Note: Performance standards do not apply to type N stream buffers and steep slope structure setbacks.		

i. Consistency With LUC 20.25H.100

Development on sites with a wetland or wetland critical area buffer shall incorporate the following performance standards in design of the development, as applicable:

- 1. Lights shall be directed away from the wetland.**
- 2. Activity that generates noise such as parking lots, generators, and residential uses, shall be located away from the wetland, or any noise shall be minimized through use of design and insulation techniques.**
- 3. Toxic runoff from new impervious area shall be routed away from the wetlands.**
- 4. Treated water may be allowed to enter the wetland critical area buffer.**
- 5. The outer edge of the wetland critical area buffer shall be planted with dense vegetation to limit pet or human use.**
- 6. Use of pesticides, insecticides and fertilizers within 150 feet of the edge of the stream buffer shall be in accordance with the City of Bellevue's "Environmental Best Management Practices," now or as hereafter amended.**

Finding: The above performance standards are incorporated into the project as found in the submitted critical areas report which is Attachment 2 of this staff report. In addition the perimeter of the modified stream and wetland buffers and Native Growth Protection Easement will be fenced and have signage posted per the mitigation plan which is Attachment 1 of this report. **See Conditions of Approval in Section X of this report.**

ii. Consistency With LUC 20.25H.160

If habitat associated with species of local importance will be impacted by the proposal, the proposal shall implement the wildlife management plan developed by the Department of Fish and wildlife for that species.

Finding: The critical areas report identifies probable habitat for pileated woodpecker on the site and the presence of bald eagle in the vicinity. The applicant shall implement the required performance standards identified by WDFW for these species. **See Conditions of Approval in Section X of this report.**

IV. Public Notice and Comment

Application Date:	February 4, 2011
Public Notice (500 feet):	March 17, 2011
Minimum Comment Period:	March 31, 2011

The Notice of Application for this project was published the City of Bellevue Weekly Permit Bulletin on March 17, 2011. It was mailed to property owners within 500 feet of the project site. No comments were received.

V. Summary of Technical Reviews

A. Clearing and Grading

The Clearing and Grading Division of the Development Services Department has reviewed the proposed site development for compliance with Clearing and Grading codes and standards. The Clearing and Grading staff found no issues with the proposed development and has approved the application. The applicant will be required to apply for a building permit which must comply with Clearing and Grading best management practices and standards and codes.

B. Utilities

The Utilities Department has reviewed and approved the proposed site development for conceptual design. The applicant will be required to apply for a building permit which must comply with the Utility Surface Water Engineering Standards and codes.

C. Transportation

The Transportation Department has reviewed and approved the proposed site development for conceptual design. The applicant will be required to apply for a building permit which must comply with the Transportation Development Standards and codes.

See Conditions of Approval in Section X of this report.

VI. State Environmental Policy Act (SEPA)

The environmental review indicates no probability of significant adverse environmental impacts occurring as a result of the proposal. The Environmental Checklist submitted with the application adequately discloses expected environmental impacts associated with the project. The City codes and requirements, including the Clear and Grade Code, Utility Code, Land Use Code, Noise Ordinance, Building Code and other construction codes are expected to mitigate potential environmental impacts. Therefore, issuance of a Determination of Non-Significance (DNS) is the appropriate threshold determination under the State Environmental Policy Act (SEPA) requirements.

A. Earth, Air, and Water

A temporary erosion and sedimentation control plan will be required as part of the building permit application, and shall address all requirements for restoring the site to its current condition as well as erosion and sedimentation best management practices. Erosion and sediment control best management practices include the installation of silt fencing around the work area and covering exposed soils to prevent migration of soils. The project is designed to avoid disturbance of the type N stream and modified stream and wetland associated buffers and all steep slopes. **See Conditions of Approval in Section X of this report.**

B. Animals

The project site is part of a larger natural area that contains quality habitat for birds and mammals. The mature vegetation on the site could provide potential habitat to bald eagles and pileated woodpeckers who are known to be in the vicinity. The applicant is required to implement the required performance standards identified by WDFW for these species. These impacts will be minimized by the creation of the Native Growth Protection Easement and the habitat mitigation plan. **See Conditions of Approval in Section X of this report.**

C. Plants

The southern and western portions of the site are densely vegetated with Douglas Fir, big leaf maple, Pacific Madrona, western hemlock, and western red cedar. Many of the mature trees are taller than 70 feet. One tree is being removed by the proposal to construct the access driveway. Two 10-foot sections of this tree must be placed within the modified stream buffer. Typical native understory in this area consists of salaal, sword fern, and red huckleberry. Some invasive species such as Himalayan blackberry and English Ivy are present. The unmodified stream and wetland buffer areas will be preserved as Native Growth Protection Easement. The central and north eastern areas of the site are mainly void of vegetation due to construction activity. The proposed residence will be predominately located within this area. Mitigation for temporary and permanent disturbance will be pursuant to the proposed re-vegetation and monitoring plan. **See Conditions of Approval in Section X of this report.**

D. Noise

The site is adjacent to single-family residences and within proximity to Lake Sammamish. Construction noise impacts to adjacent residents are most likely during the evening, late night and weekend hours when residents are likely to be at home. Noise impacts to recreational users of Lake Sammamish are expected to be minimal and within the range expected from the construction of a single family home. Construction noise will be limited by the City's Noise Ordinance (Chapter 9.18 BCC) which regulates construction hours and noise levels. **See Conditions of Approval in Section X of this report.**

VII. Changes to Proposal Due to Staff Review

Staff requested additional information concerning the wetlands on-site and required lot coverage and impervious surface be confirmed. Staff also requested that all improvements on the site be shown on the plans. Staff directed applicant to reorient the location and access to the proposed residence to achieve a larger stream and wetland buffer. Proposed grading and fill within the modified stream buffer was revised and limited to only that which is necessary for driveway access. **See Conditions of Approval in Section X of this report.**

VIII. Decision Criteria

A. 20.25H.255.B Decision Criteria – Proposals to Reduce Regulated Critical Area Buffer.

The Director may approve, or approve with modifications, a proposal to reduce the regulated critical area buffer on a site where the applicant demonstrates:

- 1. The proposal includes plans for restoration of degraded critical area or critical area buffer functions which demonstrate a net gain in overall critical area or critical area buffer functions;**

As described within the Critical Areas Report prepared by Concept Engineering, the project proposes to restore stream bank and wetland buffers. The development activity will take place where the existing buffers and setbacks are degraded due to previous construction activity. As a result of the proposed planting the property will gain an increase in structural and biological diversity in the form of additional plantings which increase remaining wildlife habitat value and water quality functions. In addition, the proposed restoration area and remaining stream and wetland buffers will be placed into a Native Growth Protection Area Easement. As a result, the project will result in an increase in ecological value to the property over what is existing and over what would be required by applying the standard buffers. **See Conditions of Approval in Section X of this report.**

- 2. The proposal includes plans for restoration of degraded critical area or critical area buffer functions which demonstrate a net gain in the most important critical area or critical area buffer functions to the ecosystem in which they exist;**

The proposal includes plans to restore remaining critical area stream and wetland buffers by removing invasive species and the planting of native vegetation. Per the critical areas report prepared by Concept Engineering, the wetland and stream bank the water quality and habitat functions of the riparian corridor on this site will be improved.

3. **The proposal includes a net gain in stormwater quality function by the critical area buffer or by elements of the development proposal outside of the reduced regulated critical area buffer;**

Per the critical areas report prepared by Concept Engineering, the enhancement of the remaining stream and wetland buffers, the proposal will result in a net gain in stormwater quality function as the mitigation planting will slow and retain stormwater more efficiently than the existing invasive species. The project will be subject to the City's existing stormwater regulations.

4. **Adequate resources to ensure completion of any required restoration, mitigation and monitoring efforts;**

Per LUC 20.40.490 a maintenance assurance device is required to ensure completion of the five-year monitoring period of the mitigation plan submitted in the critical areas report. **See Conditions of Approval in Section X of this report.**

5. **The modifications and performance standards included in the proposal are not detrimental to the functions and values of critical area and critical area buffers off-site; and**

As detailed in the Critical Areas Report with the implementation of the restoration plan there will be no detrimental effect to the functions and values of the critical areas and critical area buffers. An increase in value of the water quality, habitat, and functions of the stream and wetland are expected as a result of the proposed planting. The remaining stream bank and buffers will be placed into a NGPE easement which will restrict all future activity on this portion of the property.

6. **The resulting development is compatible with other uses and development in the same land use district.**

The proposal is requested in order to construct a single-family home which is a compatible use with the adjacent single-family uses.

B. 20.30P.140 Critical Area Land Use Permit Decision Criteria – Decision Criteria
The Director may approve, or approve with modifications an application for a Critical Area Land Use Permit if:

1. **The proposal obtains all other permits required by the Land Use Code;**
Finding: The applicant must submit a building permit application to construct the home. **See Conditions of Approval in Section X of this report.**

2. **The proposal utilizes to the maximum extent possible the best available construction, design and development techniques which result in the least impact on the critical area and critical area buffer;**

Finding: The proposal is consistent with the required performance standards as discussed in Section III of this report. The proposed development activity has been limited to areas degraded by previous construction. The resulting mitigation will remove existing invasive plants, quarry spalls, and concrete blocks and replant the modified stream and wetland buffers adjacent to the proposed home.

3. **The proposal incorporates the performance standards of Part 20.25H to the maximum extent applicable, and;**

Finding: As discussed in Section III of this report, the applicable performance standards are being met.

4. **The proposal will be served by adequate public facilities including street, fire protection, and utilities; and;**

Finding: The proposed development is adequately served by existing public facilities.

5. **The proposal includes a mitigation or restoration plan consistent with the requirements of LUC Section 20.25H.210; and**

Finding: A mitigation plan consistent with LUC 20.25H.210 has been submitted to plant 4,980 square feet of area of the buffer and is Attachment 1 of this report. The project is required to be monitored for five years. The monitoring, maintenance, and reporting schedule will be as proposed in the mitigation plan. **See Conditions of Approval in Section X of this report.**

6. **The proposal complies with other applicable requirements of this code.**

Finding: The applicant submitted documentation consistent with the requirement to demonstrate compliance with the requirements of LUC 20.30P, and 20.25H. Staff has reviewed these documents and finds that the proposal complies with all other applicable requirements of the Land Use Code. The applicant will be required to submit a hold harmless agreement prior to issuance of any City of Bellevue building permit related to this project. **See Conditions of Approval in Section X of this report.**

IX. Conclusion and Decision

After conducting the various administrative reviews associated with this proposal, including Land Use Code consistency, SEPA, City Code and Standard compliance reviews, the Director of the Development Services Department does hereby approve with conditions the modification of the 50-foot stream buffer and structure setback, the 110 foot wetland buffer and structure setback, and the steep slope structure setback with at least 4,980 square feet of mitigation planting in order to construct a new single-family residence.

Approval of this Critical Areas Land Use Permit does not constitute a permit for construction. A building permit, clear and grade permit, and/or utility permit is required and all plans are subject to review for compliance with applicable City of Bellevue codes and standards.

Note- Expiration of Approval: In accordance with LUC 20.30P.150 a Critical Areas Land Use Permit automatically expires and is void if the applicant fails to file for a Building Permit or other necessary development permits within one year of the effective date of the approval.

X. Conditions of Approval

The applicant shall comply with all applicable Bellevue City Codes and Ordinances including but not limited to:

<u>Applicable Ordinances</u>	<u>Contact Person</u>
Clearing and Grading Code- BCC 23.76	Savina Uzunow, 425-452-7860
Utility Code – BCC Title 24	Mark Dewey, 425-452-6179
Trans. Development. Code – BCC 14.60	Ray Godinez, 425-452-7915
Land Use Code- BCC Title 20	Drew Folsom, 425-452-4441
Noise Control- BCC 9.18	Drew Folsom, 425-452-4441

The following conditions are imposed under the Bellevue City Code or SEPA authority referenced:

- 1. Building Permit Required:** Approval of this Critical Areas Land Use Permit does not constitute an approval of a development permit. A Building Permit (type BS) is required. Plans submitted as part of permit application shall be consistent with the plans reviewed as part of this approval.

Authority: Land Use Code 20.30P.140

Reviewer: Drew Folsom, Development Services Department

- 2. Temporary Erosion and Sedimentation Control Plan:** A temporary erosion and sedimentation control plan will be required as part of the building permit application, and shall address all requirements for restoring the site to its current condition as well as erosion and sedimentation best management practices.

Authority: Bellevue City Code 23.76
Reviewer: Savina Uzunow, Development Services Department

- 3. Conformance to Zoning Requirements:** Conformance with the zoning requirements of the R-1.8 zone is required and will be determined at time of building permit application.

Authority: Land Use Code 20.20.025; 20.20.010
Reviewer: Drew Folsom, Development Services Department

- 4. Native Growth Protection Easement:** The perimeter of the modified stream and wetland buffers and the Native Growth Protection Easement shall be surveyed and shall have fencing and signage noting its status as a Native Growth Protection Easement. The NGPE shall be recorded with King County and shall have language which contains at minimum:

- i. An assurance that the NGPE will be kept free from all development and disturbance except where allowed or required for habitat improvement projects and vegetation management, existing topography, and other natural features will be preserved for the purpose of preventing harm to property and the environment, including, but not limited to, controlling surface water runoff and erosion, maintaining slope stability, and buffering and protecting plants and animal habitat.
- ii. The right of the city of Bellevue to enter to the property to investigate the condition of the NGPE upon reasonable notice;
- iii. The right of the City of Bellevue to enforce the terms of the restriction; and,
A management plan for the NGPE designating future management responsibility

Authority: Land Use Code 20.25H.160
Reviewer : Drew Folsom, Development Services Department

- 5. Mitigation and Monitoring Plan:** The proposed planting is required to at least achieve the minimum spacing established in the planting templates of the critical areas handbook. In addition to the planting, two 10-foot sections of the removed tree must be placed within the modified stream buffer. The maintenance and monitoring plan approved establishes a 5-year monitoring period with goals, objectives, and performance standards. An annual monitoring report is to be submitted by December 31 of each year with established photo points and transects. There should be 5 reports total; one after the first growing season. Reports shall comprise all of the elements stated on the monitoring plan found as Attachment 1. Reports are to be mailed to:

Environmental Planning Manager
Development Services Department
City of Bellevue
PO Box 90012
Bellevue, WA 98009-9012

Authority: SEPA, Land Use Code 20.30P.140; Land Use Code 20.25H.220.F
Reviewer: Drew Folsom, Development Services Department

- 6. Maintenance Surety:** A maintenance surety is required which is 100 percent of the total cost for plants, maintenance and monitoring as found on the submitted cost estimate. The maintenance surety will be held for the 5-year monitoring period and released after Land Use staff inspection which finds that the mitigation plan is successful per the established goals, objectives, and performance measures. The maintenance surety is required prior to Land Use inspection of the planting installation.

Authority: Land Use Code 20.25H.255; Land Use Code 20.40.490
Reviewer: Drew Folsom, Development Services Department

- 7. Land Use Inspections:** Following installation of planting the applicant shall contact Land Use staff to inspect the planting area to begin the 5-year monitoring period. The maintenance surety is required prior to Land Use staff inspection. At the end of 5 years inspection by Land Use staff is required to release the maintenance surety. Staff will need to find that the plants are in a healthy and growing condition and the mitigation plan is successful per the established goals, objectives and performance standards in the monitoring plan. To schedule an inspection please call Drew Folsom at 425-452-4441.

Authority: Land Use Code 20.30P.140
Reviewer: Drew Folsom, Development Services Department

- 8. Noise Control:** Noise related to construction is exempt from the provisions of BCC 9.18 between the hours of 7 am to 6 pm Monday through Friday and 9 am to 6 pm on Saturdays, except for Federal holidays and as further defined by the Bellevue City Code. Noise emanating from construction is prohibited on Sundays or legal holidays unless expanded hours of operation are specifically authorized in advance.

Authority: Bellevue City Code 9.18
Reviewer: Drew Folsom, Development Services Department

- 9. Hold Harmless Agreement:** Prior to issuance of a building permit, a "Hold Harmless Agreement" prepared by the City of Bellevue must be signed by the applicant and recorded, which releases the City from liability for any damage arising from the location of improvements within the critical area or critical area buffer.

Authority: Land Use Code Section 20.30P.170
Reviewer: Drew Folsom, Development Services Department